

**LAND ASSEMBLAGE REDEVELOPMENT AUTHORITY  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
HOUSTON, TEXAS**

**December 14, 2012**

A meeting of the Board of Directors ("Board") of the Land Assemblage Redevelopment Authority ("LARA" or the "Authority"), a Texas non-profit corporation created and organized by the City of Houston as a local government corporation pursuant to the Texas Transportation Code Annotated, Section 431.101, et seq., and the Texas Local Government Code Annotated, Section 394.001 et seq., was held in the Houston City Hall Annex Council Chambers, Public Level, 900 Bagby Street, Houston, Harris County, Texas, on Friday, December 14, 2012 at 2:00 p.m. Written notice of the meeting, which included the date, hour, place and agenda for the meeting, was posted in accordance with the Texas Open Meetings Act.

Board members in attendance were:

David Collins	Pastor Steve Hall
Stephen Fairfield	James Harrison, III
Nicholas Hall	LaTricia Williams
Reshard Alexander	Jeremy Ratcliff

Board members absent were Rev. John Bowie, Antoinette Jackson, Curtis Lampley and Vincent Marquéz.

Others in attendance included: Steve Tinnermon, Deputy Director of the City of Houston Housing and Community Development Department; Agatha Collins and Norma Garcia of the City of Houston Housing and Community Development Department; Greg Erwin and Mark Glanowski (Paralegal) of Winstead PC, the Authority's General Counsel; Gracie Saenz of Saenz & Burkhardt, P.L.L.C.; Chris Butler, Special Assistant to the Mayor of Houston for property construction; Lynn Henson of the City of Houston's Planning and Development Department; Leah Stolar of Linebarger Goggan Blair Sampson, LLP; and Reginald Bowers.

**I. Call to Order and Roll Call**

Chairman Collins called the meeting to order at 2:03 p.m. A roll call of the Board members in attendance immediately followed.

**II. Approval of Minutes for October 26, 2012 Board Meeting**

Chairman Collins asked if there are any comments or changes to the minutes of the October 26, 2012 Board of Directors meeting. Ms. Williams requested that the spelling of her first name be corrected to read "LaTricia" in place of "LaTrisha". He then requested a motion to approve such minutes as amended. Mr. Harrison made a motion to approve the minutes as written which motion was duly seconded by Pastor Hall and approved by a unanimous vote of the Board.

### **III. Treasurer's Report**

Chairman Collins then requested Mr. Ratcliff to review the highlights of the Treasurer's Reports for the two months ended October 31, 2012. Mr. Ratcliff then continued with the financial reports stating that the available cash to acquire additional properties and/or paying related costs is \$1,203,288.00. As of October 31, 2012 receivables of \$7,116.29 are over 90 days late. Included in this amount is a receivable for the property which was refunded due to a bankruptcy case for \$1,958.29. As of October 31, 2012 the balance available in the Sewer and Water Tap program is \$597,669.00. He noted that there has been no change in the amount for the Energy Star Program. Mr. Ratcliff noted there has been no change in the assets for the Energy Star Initiative which remains at \$282,061.00. He mentioned that six lots were purchased in the October foreclosure sales. Lastly, he mentioned that interest income in the amount of \$2,019.00 was earned on the money market account.

Chairman Collins asked if there were any other questions, hearing none, he asked for a motion to approve the financial reports for the two months ended October 31, 2012. Mr. Harrison made a motion to approve the treasurer's reports as submitted to the Board which motion was duly seconded by Pastor Hall and approved by a unanimous vote of the Board.

### **IV. Auction Update by Linebarger Goggan Blair & Sampson, LLP**

Chairman Collins then asked Ms. Stolar to report on the current auction activity. Ms. Stolar stated that no lots were purchased at the December foreclosure sale and noted that LARA will not have an opportunity to purchase lots at the January 1, 2013 foreclosure sale because of the New Year's Day holiday. To date LARA has acquired a total of 1,335 lots.

### **V. Committee Reports**

#### **a) Executive Committee Report**

Chairman Collins then noted the following two action items for consideration by the Board, to wit:

- 1) Ratification and acknowledgment of award of a LARA lot acquisition contract to AmeriStar Development Group LLC under contract #112112-01 in Settegast for construction of new affordable housing under the \$1 Lot Program.**
- 2) Ratification and acknowledgment of award of a LARA lot acquisition contract to Mayberry Homes under contract #120412-01 in Fifth Ward for construction of new affordable housing under the \$1 Lot Program.**

Chairman Collins asked if there were any questions with regard to the two (2) lot acquisition contracts presented for approval, hearing none, he requested a motion on the contracts with Mayberry Homes and AmeriStar Development Group LLC. Pastor Hall made a motion to approve the lot acquisition contracts submitted by Mayberry Homes and AmeriStar

Development Group LLC. Such motion was duly seconded by Mr. Harrison and approved by a unanimous vote of the Board.

**b) Builder Selection Committee Report**

Mr. Ratcliff informed the Board that AmeriStar Development Group LLC has met the minimum qualifications and has been approved as a builder for the LARA redevelopment program. Mr. Butler stated that representatives of AmeriStar Development Group LLC intended to be present for today's meeting, however, he did not see any of its representatives in the audience.

**c) LARA/Houston Hope Construction Report**

Chairman Collins then requested Mr. Butler to report on the status of the Houston Hope single-family house construction summary. He noted there are currently 12 houses under various stages of construction; 21 houses that have now been completed but are unsold, and there have been a total of 257 houses sold to homebuyers.

**VI. Consideration and possible action to gift up to 20 LARA lots for utilization by the Neighborhood Stabilization Program (NSP) administered by the City of Houston, Housing and Community Development Department. These lots will be used to construct new affordable houses for sale to qualifying low and moderate income households.**

Chairman Collins asked if there were any questions with regard to the Neighborhood Stabilization Program request for LARA to gift or donate 15-20 lots from its inventory. The mission of NSP is to reduce the decline in home values in targeted areas and reduce or eliminate vacant and abandoned residential properties. Mr. Tinnermon stated he was available if anyone had any questions. Hearing none Chairman Collins requested a motion on this matter.

Ms. Williams made a motion to approve the transfer of 15-20 LARA lots as a gift or donation to the Neighborhood Stabilization Program, which motion was duly seconded by Mr. Ratcliff and approved by a unanimous vote of the Board.

**VII. Consideration and possible action to extend the McConnell & Jones LLP, contract with the intention to open an RFP March 31, 2013.**

Chairman Collins asked if there were any questions with regard to the extension of the contract with McConnell & Jones, LLP for accounting and audit services will expire on its terms on December 31, 2012. Hearing none he asked for a motion on this matter. Pastor Hall made a motion to approve an extension of the McConnell & Jones LLP contract until March 31, 2013, which motion was duly seconded by Mr. Ratcliff and approved by a unanimous vote of the Board.

**VIII. Consideration and possible action to extend the Isaac Cruz, PC contract with the intention to open an RFP March 31, 2013.**

Chairman Collins asked if there were any questions with regard to the extension of the contract with the Isaac Cruz, PC contract for accounting and bookkeeping services which will expire on December 31, 2012. Hearing none he asked for a motion on this matter.

Mr. Harrison made a motion to extend the contract with Isaac Cruz, PC for accounting and bookkeeping services until March 31, 2013, which motion was duly seconded by Pastor Hall and approved by a unanimous vote of the Board.

**IX. Consideration and possible action to extend the Winstead PC contract with the intention to open an RFP March 31, 2013.**

Chairman Collins asked if there were any questions with regard to the extension of the contract with Winstead PC for legal services will expire on December 31, 2012 and to continue it on a month to month basis.

Pastor Hall made a motion to extend the contract with Winstead PC for legal services on a month to month basis, which motion was duly seconded by Ms. Williams and approved by a unanimous vote of the Board.

**X. Consideration and possible action under the ROFR to lease a LARA lot to New Pleasant Grove Baptist Church, HCAD #012 167 000 0011, LT 11 BLK 10 for \$100.00 a month for one (1) year with a one (1) year renewal option.**

Chairman Collins asked if there were any questions with regard to the request from The New Pleasant Grove Baptist Church to lease a LARA lot located on Bain Street for \$100 per month for its parking needs. Hearing none he asked for a motion on this matter.

Pastor Hall made a motion to grant a license to The New Pleasant Grove Baptist Church for the subject LARA lot for one year at \$100 per month along with evidence of liability insurance, which motion was duly seconded by Mr. Fairfield and approved by a unanimous vote of the Board.

**XI. Consideration and possible action authorizing a sale under the ROFR Program to Galilee Missionary Baptist Church, LARA lot HCAD #026 099 000 0011, LT 11 BLK 13.**

Chairman Collins asked if there were any questions with regard to the application submitted by Galilee Missionary Baptist Church which has been reviewed and approved by the City of Houston Planning and Development Department. Hearing none he requested a motion on this matter.

Ms. Williams made a motion to approve the sale under the ROFR Program to Galilee Missionary Baptist Church pending the legal review to be conducted by LARA's legal counsel, which motion was duly seconded by Pastor Hall and approved by a unanimous vote of the Board.

**XII. Consideration and possible action to extend the Right of First Refusal Program until December 31, 2013.**

Chairman Collins asked if there were any questions with regard to continuation of the Right of First Refusal Program without any change to the current rules, to December 31, 2013. Hearing none he asked for a motion on this matter. Mr. Harrison made the motion to extend the Right of First Refusal Program to December 31, 2013, which motion was duly seconded by Mr. Fairfield and approved by a unanimous vote of the Board.

**XIII. Reconvene in Open Session.**

Nothing to report.

**XIV. Chairman's Comments.**

Chairman Collins wished everyone a Merry Christmas.

**XV. Public Comments.**

Mr. Reginald Bowers addressed the Board with regard to a lot which had been foreclosed and purchased by LARA at a tax foreclosure sale in 2006. He explained that Ms. Catherine Barriere was living out of state at the time and did not receive notification with regard to the delinquent taxes. Chairman Collins asked if he had the HCAD information on the lot they are seeking to reacquire by payment of back taxes and advised Mr. Bowers to bring his information and consult with representatives of the City's Housing Department concerning this lot.

**XVI. Adjournment.**

Chairman Collins asked if there were any additional matters to be considered by the Board. Hearing none, the Board meeting adjourned at 2:22 p.m. pursuant to the motion by Mr. Harrison duly seconded by Pastor Hall.

Signed on the \_\_\_\_ of \_\_\_\_\_, 2013.

Minutes prepared by:

Mark Glanowski of Winstead PC  
and Graciela Saenz of  
Saenz & Burkhardt, P.L.L.C.

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President

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